

MINUTES OF MEETING

Name of Meeting	Ordinary Frankton Parish Council Meeting
Date, Time and Venue of Meeting	Tuesday 25 th November 2025 at 7pm in Bourton Village Hall
Meeting Chair	Cllr Bert Mitchell (BM)
Minute Taker	Rebecca Ferguson (RF)
Attendees	Cllr Bert Mitchell, Cllr Lizzie Smith, Cllr Mark Thompson & Cllr Adrian Gardner
Apologies from those summoned	None
Absent	Cllr Mark Thompson
Local Authority Representatives	None

Public Forum

No comments

Agenda Number	Minute	Actioner	Date
1.	Apologies No apologies	No Action	
2.	Declarations of Interest There were no declarations of interest made.	No Action	
3.	Minutes of the Previous Meeting The minutes of the ordinary meeting which took place on the 22 nd July 2025 were agreed unanimously as a true and accurate record. A copy was signed by Cllr Mitchell.	No Action	
4.	The Clerk has not yet ordered a laptop ideally this should be done when there is digital access to the bank account.	Ongoing	
5.	Tree It was unanimously agreed that the Parish Council purchase an Oak tree to be planted on the green – Cllr Mitchell to get a quote from Barnards Nursery, to be approved at the next meeting. Once the tree is purchased, this will be planted by Frankton Parish Council Councillors.	BM	04/01/2026
6.	Finances Payments List: £425 – Locum Clerk – Helen Stewart. Approved Unanimous Cllr Adrian Gardner to add Cllr Mitchell and Cllr Smith as banking signatories on Llyds Bank Cllr Adrian Gardner proposed paying annually for the village hall. Approved unanimous. Cllr Gardner to request an invoice for village hall bookings to be passed to the Parish Clerk.	AG AG	24/12/2025 24/12/2025
7.	Correspondence The Locum Clerk (Helen Stewart) has completed the Electoral Register Request form and returned it to RBC.	No Action	
8.	Any Other Business		

	<ol style="list-style-type: none"> 1. One streetlight is out (on the junction by the pub) No pole number – Adrian to check if there’s a pole number. The Clerk to request a fix from Eon. 2. Drain at the bottom of Birdingbury Lane on Main Street is blocked. Two blocked drains at the top of Frankton Lane B4453 by the triangle. Clerk to report to Highways. 3. Budget meeting – Tuesday 6th January 2026 at 7pm at Adrian’s house. 	RF RF	
9.	Date of Next Meeting		
	Tuesday 13 th January 2025 at 7pm		
10.	<p style="text-align: center;">HR Matters</p> <p>Cllr Adrian Gardiner proposed to enter a confidential session to discuss HR matters. Cllr Mitchell seconded. Unanimous</p> <p>A decision was made unanimously to appoint a permanent Parish Clerk and RFO as advertised. Unanimous</p>		

Meeting closed at 7:59pm